

## Planning & Zoning Commission Meeting

Thursday, February 22, 2018

Meeting Minutes

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**Commissioners present:** Chair Greenwald, Vice-Chair Kveum, Commissioner Courtney, McConnell, Meserve, Miller and Morrison. Quorum present.

**Commissioners absent:** David See

**Others present:** Jackie Dick; Tina Martin

**City officials present:** Stan Savland, Councilmember; Dennis H. Gray Jr. City Administrator; Doania Harrison, Asst. City Planner.

### I. Call to order:

1. Chair Greenwald called meeting to order at 7:03 p.m.
2. Mr. McConnell swore in as Commissioner (Term to 2020) by Chair Greenwald.
3. Approval of agenda/minutes: **M/S:** B. Miller/N. Morrison to “approve meeting minutes of Jan 25, 2017”. None opposed. Motion carried.

### II. Old Business:

#### 1. City of Hoonah planning session on Lots for Sale/Lease:

- i. Hoonah Harbor Subdivision: City Administrator shared that P&Z had tabled a request from Layne Parker to lease HNH Harbor Subdivision II-Lot 2 which is the lot available behind Denny Mayer’s on Harbor Way towards Lumbago.  
**Discussion:** The City would like to have the Lots that are leased to be developed or if it’s to be used for storage, then it should be used for harbor marine related storage. Commissioner McConnell recommends the P&Z develop a long-term comprehensive plan, for ALL parcels owned by the city to align with tourism, community development and abide by open public lease/sale process.
- ii. City Administrator is to get status of ownership update for the other Lot that is currently in dispute and bring back to an upcoming P&Z meeting(s).

**M/S:** K. Meserve/N. Morrison to “approve Mr. Parker’s lease request of Lot 2 of HNH Harbor Subdivision”. All opposed. Motion denied.

- b. Hoonah Marine Industrial Center: Administrator Gray provided an update to share that moving forward with Plat approval for HMIC rock quarry across from haulout yard. Council adopted the first reading of the ordinance with a modification to the ordinance in which they requested that we sale and not lease the lots. There is an interest to purchase/lease two lots submitted by Mike Svensson. There are six (6) lots and two (2) are already leased to AML.

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III. **New Business:** None

IV. **2018 Capital Improvement Projects**

**1. COH Categorized Project List:**

Discussion that this list is the broad overall wish list, and many of the items can be completed internally. The 2018 Capital Improvement Project priority list should be the big-ticket items that we are seeking funding for. Clarification that this 2018 CIP list may be presented to legislation or potential federal redelegation for funding priorities.

**2. Commissioners 2018 Capital Improvement Project priority list:**

1. Freight Dock facilities/HMIC
2. George Hall Harbor upgrades
3. Public Safety Multi-Service Facility
4. Sewer improvement on Cannery Road
5. Bruin, Coho & West Subdivision water/sewer

**M/S:** N. Morrison/T. Courtney to “accept these as our top five (5) Capital Improvement Projects for 2018”. None opposed. Motion carried.

3. Commission request for Administration to provide 1) status of projects (i.e.: if underway or engineer reports), 2) costs of projects and 3) potential funding sources available when this list is brought to Council for approval.

V. **Planning & Zoning Chapter Code Review:**

Ordinance 18-03-08 to be submitted to Council at March 13, 2018 meeting with forty-two (42) instances of changing City **Manager** to City **Administrator**.

**1. 17.24 Minor Subdivisions:**

**No other changes**

**2. 17.28 Major Subdivisions:**

I. Section 17.28.050 Final plat—Contents.

- B 5. A certificate **[by the municipal assessor to the effect that all taxes are paid and assessments are current] stating that the City of Hoonah has no taxing authority.** (PAGE 19)

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### II. 17.28. Major Subdivisions. – Section 17.28.150 Lots and blocks.

- B. 5. Corner lots should be a minimum of twenty (20) percent larger **than the minimum lot size of six thousand (6,000) square feet** to meet front yard setbacks on both streets as required by the applicable zoning requirements. (PAGE 25)

### 3. 17.32 Planned Unit Developments & Cluster Subdivisions:

#### Section 17.32.010 General provisions.

In addition to standard subdivision layouts, it is the intent of the city of Hoonah to permit a reasonable degree of latitude in subdivision design and improvement standards to encourage imaginative and innovative design. This is allowable for subdivision developments proposed as planned unit cluster development projects, commercial centers, industrial parks, and shopping centers. Any such plans submitted shall include design and construction elements, common use facilities, open space private housing and land management maintenance, financing, etc., subject to requirements of all existing city ordinances, except as **[my] may** be modified by this chapter, in order to arrive at alternative urban and rural land development quality than would result under conventional design. (PAGE 26)

#### 4. 17.36 Administrative Plats:

17.36.010-- #3: Does this mean that two property owners that live adjacent to each other—Administrator is authorized to approve administrative plats when either commercial or industrial situations even though normal require setbacks, does not apply to residential lots. Does this create a fire hazard for commercial buildings having lots so close to each other? The lot next to Misty Bay Lodge is the last commercial lot in town—should we have a requirement for Fire Protection Plan? Commission request for Dennis to provide what the State requires for fire code standards.

#### 5. 17.40 Platting Variances:

Did not review—will be on next agenda

## VI. **Adjournment:**

### 1. Additional Topic/Items for future Agendas:

- a. Commission request for Dennis to provide what the State requires for fire code standards in regards to adjacent commercial lots.

2. Meeting was adjourned by Chair Greenwald at 8:37 p.m.